



University of Massachusetts, Amherst
Environmental Health and Safety
Computer Assisted Training Services

eShipGlobal

SHIPPING AWARENESS TRAINING for RESEARCH MATERIALS

IMPORT/EXPORT, Materials of Trade Requirement

University of Massachusetts
Amherst
Environmental Health & Safety
Research & Engagement



New Shipping Service

UMass has developed a new mandatory tracking system with eShip Global to provide better management for shipments of:

- Chemicals
- Biological substances, including plant pathogens and agents carrying rDNA
- Samples with dry ice or liquid refrigerants
- Research samples or any other materials that could contain dangerous goods in any amount (e.g. biological samples in ethanol)
- Live animals
- Items shipped to another country or within the US
- Intellectual property
- Lithium ion batteries

Shipping Regulations

A variety of national and international agencies regulate the transport, exporting, and importing of research materials. These agencies can include but are not limited to:

- International Air Transport Association (IATA)
- U.S. Department of Transportation (DOT)
- U.S. Environmental Protection Agency - Toxic Substances Control Act (TSCA)
- U.S. Department of Homeland Security (DHS)
- U.S. Department of State, Directorate of Defense Trade (DDTC)
- U.S. Department of Commerce (DOC)
- U.S. Department of Agriculture Animal and Plant Health Inspection Service (USDA APHIS)
- U.S. Department of Treasury, Office of Foreign Asset Control (OFAC)
- Centers for Disease Control and Prevention (CDC)
- U.S. Fish and Wildlife Service (USFWS)

Research Materials

Many research materials can be regulated by one or more of these shipping regulations if they are offered for transport or exported to another person, facility, or university.

What is an Export?

An item sent from the United States to a foreign destination such as biological, chemical, and radioactive materials.

Or

An item sent to a foreign national within the US as a domestic shipment

These restrictions can apply to regulated materials, equipment, technology and technical data

These items are generally sent using a carrier such as FedEx, World Courier, the US Postal Service, or DHL.

Impact on Research

Failure to follow shipping/export regulations may result in the following:

- Package delays during transport
- Mishandling by the courier
- Potential for an inadvertent release of the contents
- Criminal and civil penalties accruing to the individual

Complying with shipping regulations protects the material being shipped, those individuals handling the package, and controls the potential for negative impacts on the environment.

Export Penalties

Violation of Export regulations:

- Fines & penalties up to **\$1,000,000**
- Imprisonment
- Export privileges can be revoked

For example, The University of Massachusetts at Lowell was recently fined \$100,000 for an unlicensed export of atmospheric sensing equipment to Pakistan's Space and Upper Atmosphere Research Commission ("SUPARCO").

Hazardous Material Identification

Some Common Examples

<u>UN Number</u>	<u>Proper Shipping Name</u>
UN3373	Biological Substance, Category B
UN1230	Methanol
UN3090	Lithium battery
UN1845	Dry Ice
UN 3245	Genetically Modified Microorganism

Shipping Restrictions

Research materials may **NOT** be hand carried onto an aircraft in any manner AND must not be transported in a personal vehicle

IATA/DOT Requirements

- EH&S will assist and approve all DOT/IATA shipments which include defined Dangerous Goods such as ethanol, preservatives and chemicals with a UN number
- DOT/IATA shipments must be conducted by an IATA trained person (initially a minimum of 16 hours renewed every 2 years)
- Exceptions: Category B and dry ice shipment training is conducted through OWL and individuals with current training can do this without assistance
- Containers must meet certain specifications
- Shipping papers must be exact
- Shipments must be packed in accordance with packing instructions
- Labels must be correct and placed according to specifications
- Rejection will cost time and money

Current Transport Providers

- The University has a preferred agreement with UPS with special rates negotiated with eship Global
- This agreement includes Category B and dry ice shipments
- Fedex rates are also in the system specifically as a back-up or for locations not served by UPS
- Final pricing based on the negotiated rates are in the system and cannot be changed
- Other Fedex accounts can be used, if provided, such as a receiver's account

Training

OWL Training is available for:

- Dry ice shipments (any quantity)
- Category B biological substances

<http://www.ehs.umass.edu/owl-online-training>

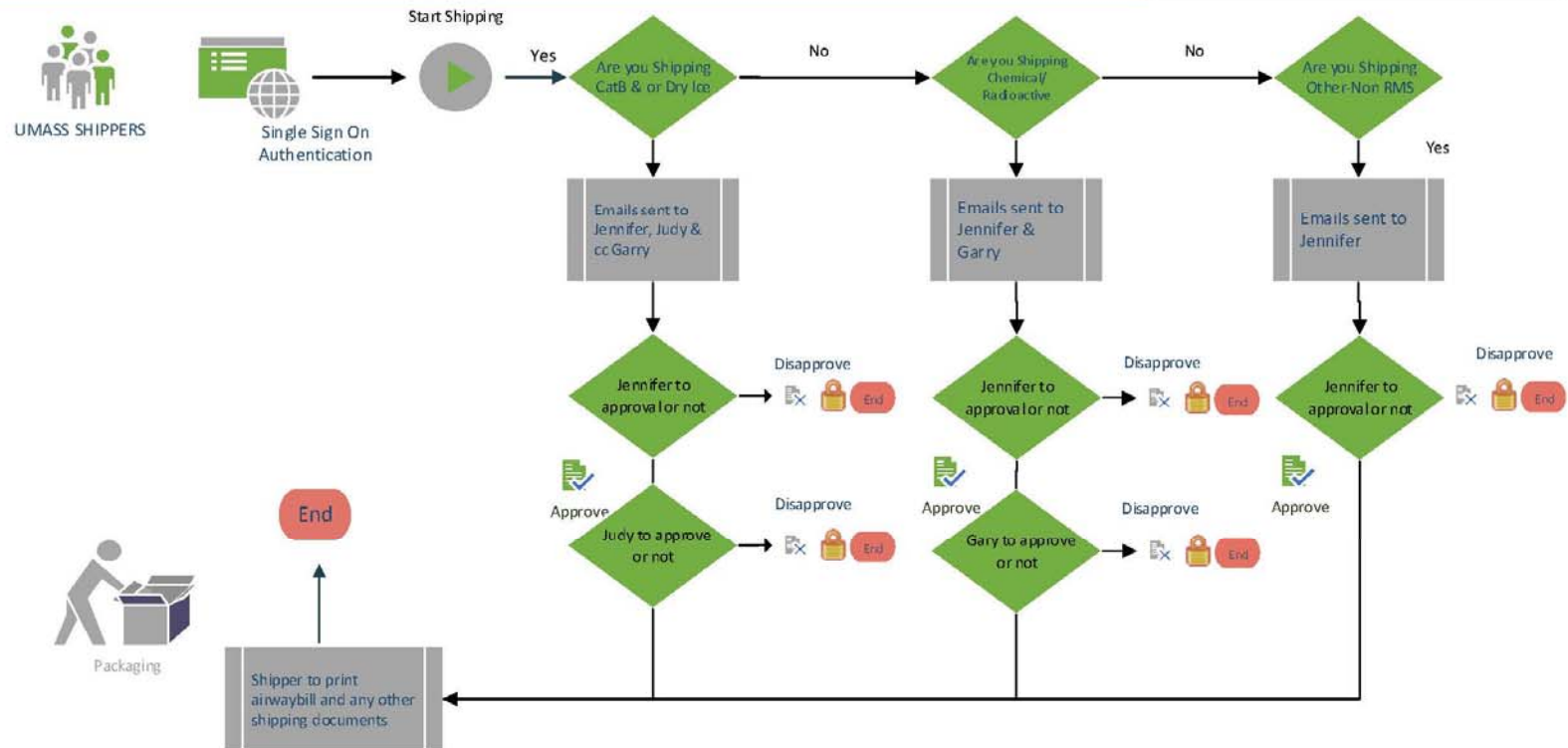
Individuals that have completed this training can use eship to process their packages for these categories without EH&S assistance

Eship awareness training is required for non-regulated shipments

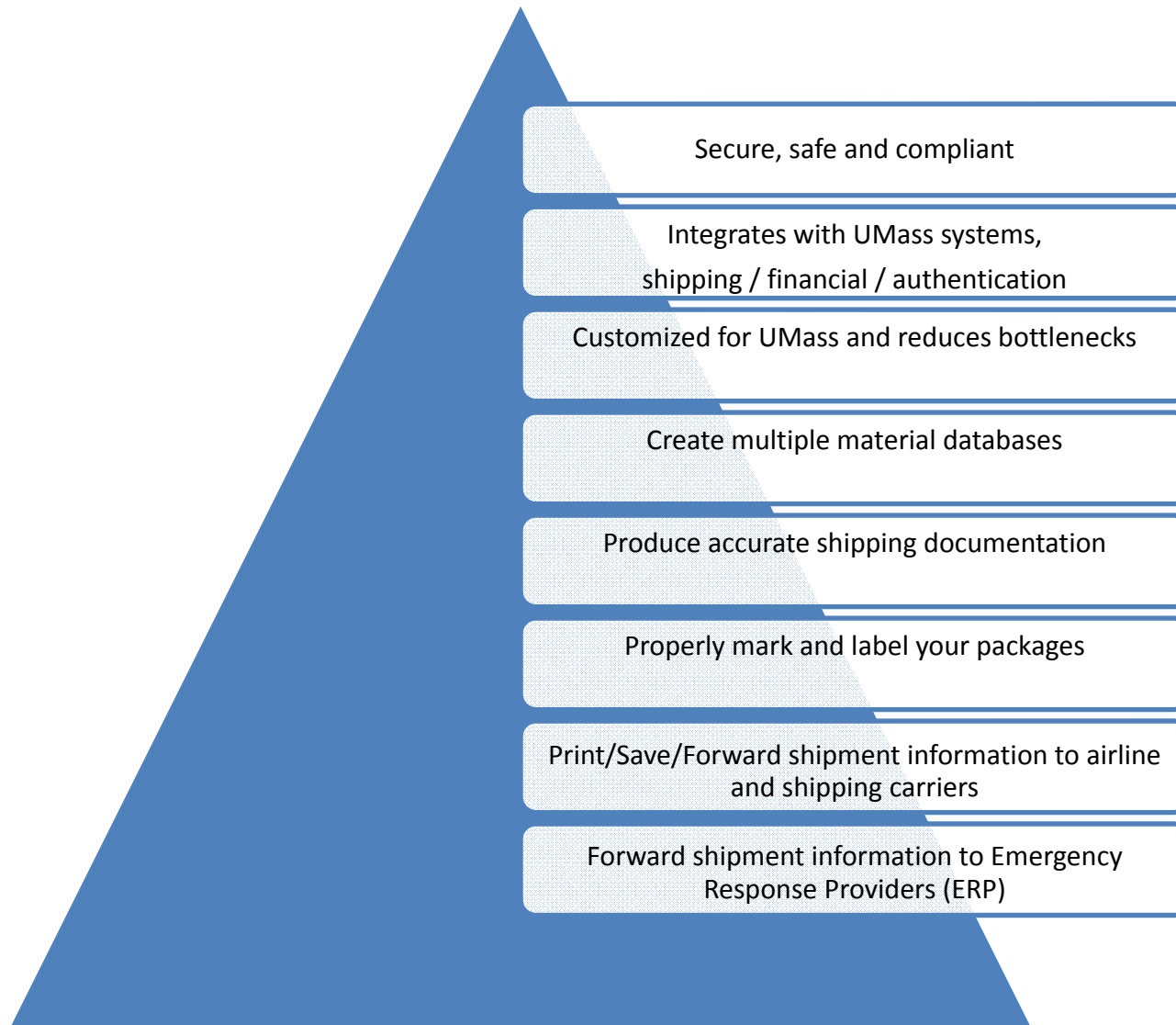
Work Flow

UMASS: Process Flow

September 30, 2014



Features of eShip



Expectations

Monitor and
control costs

Gain peace
of mind in
knowing
your
shipment is
delivered on
time, every
time

Eliminate
wasted time
and effort from
faulty shipping
documentation

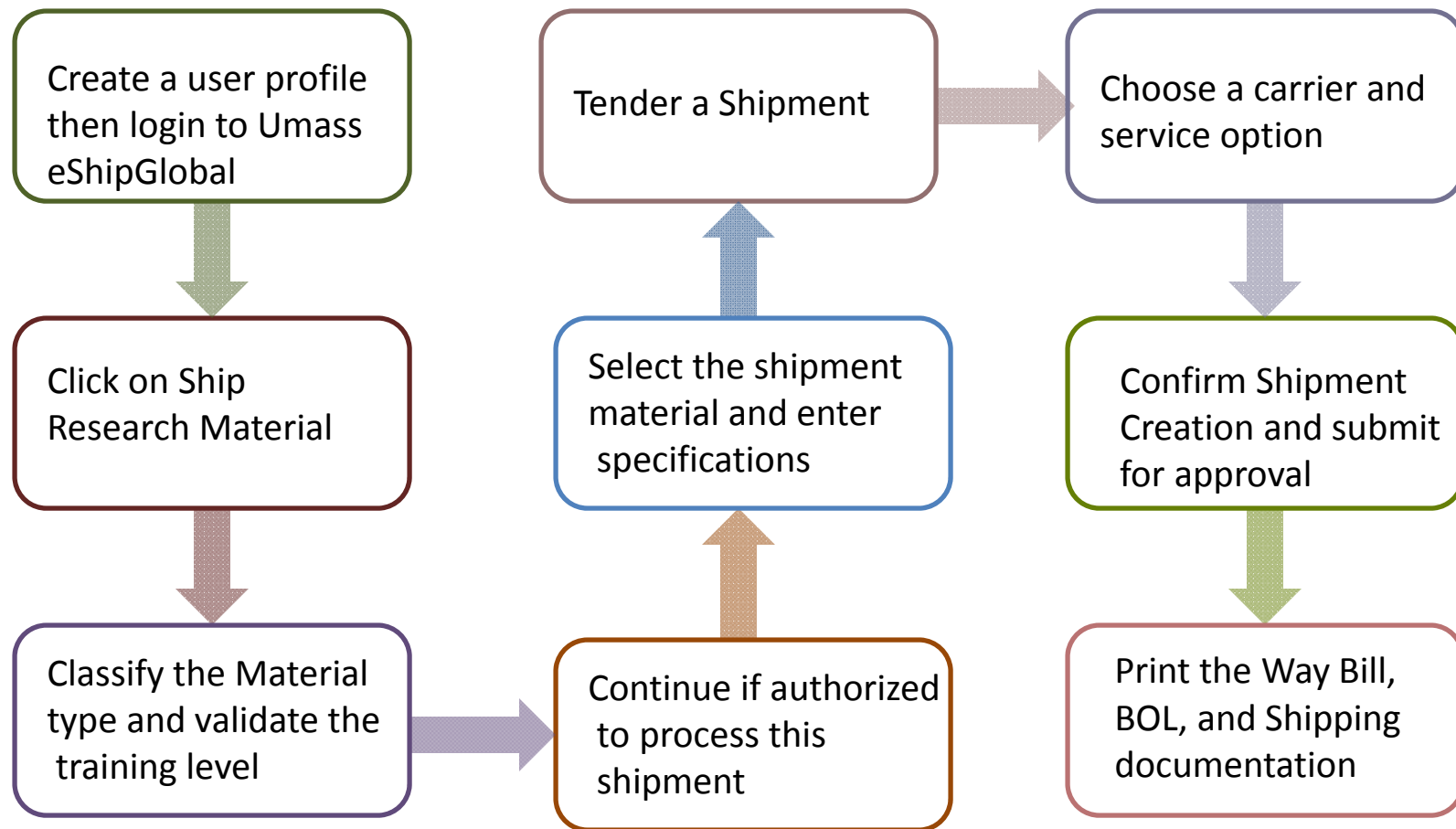
Avoid fines,
delays,
and/or
potential
jail terms
from failed
shipments

Increase
efficiency,
ship more
accurately

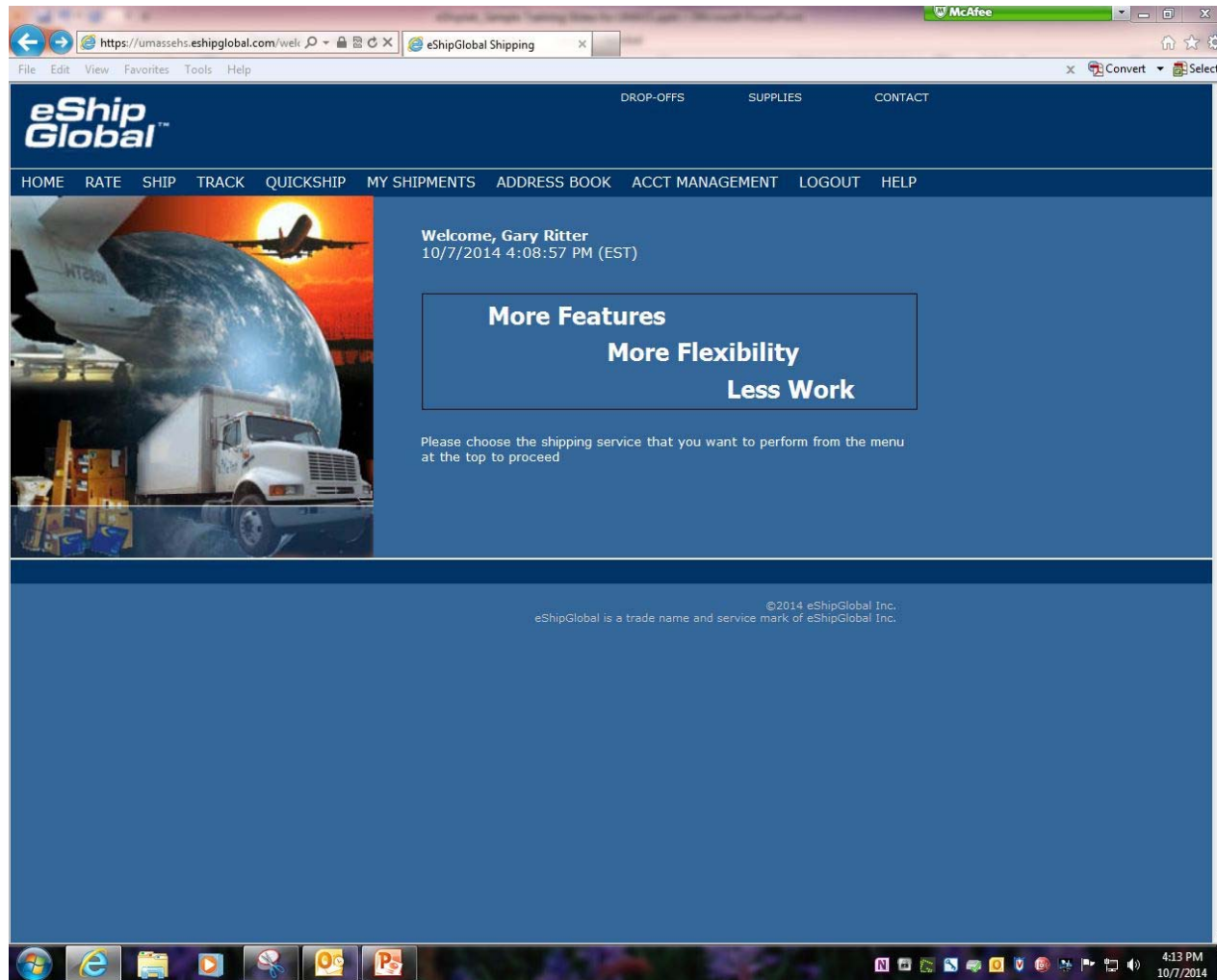
Compliant
with
government
regulations

No software
needed ~
web-based
system

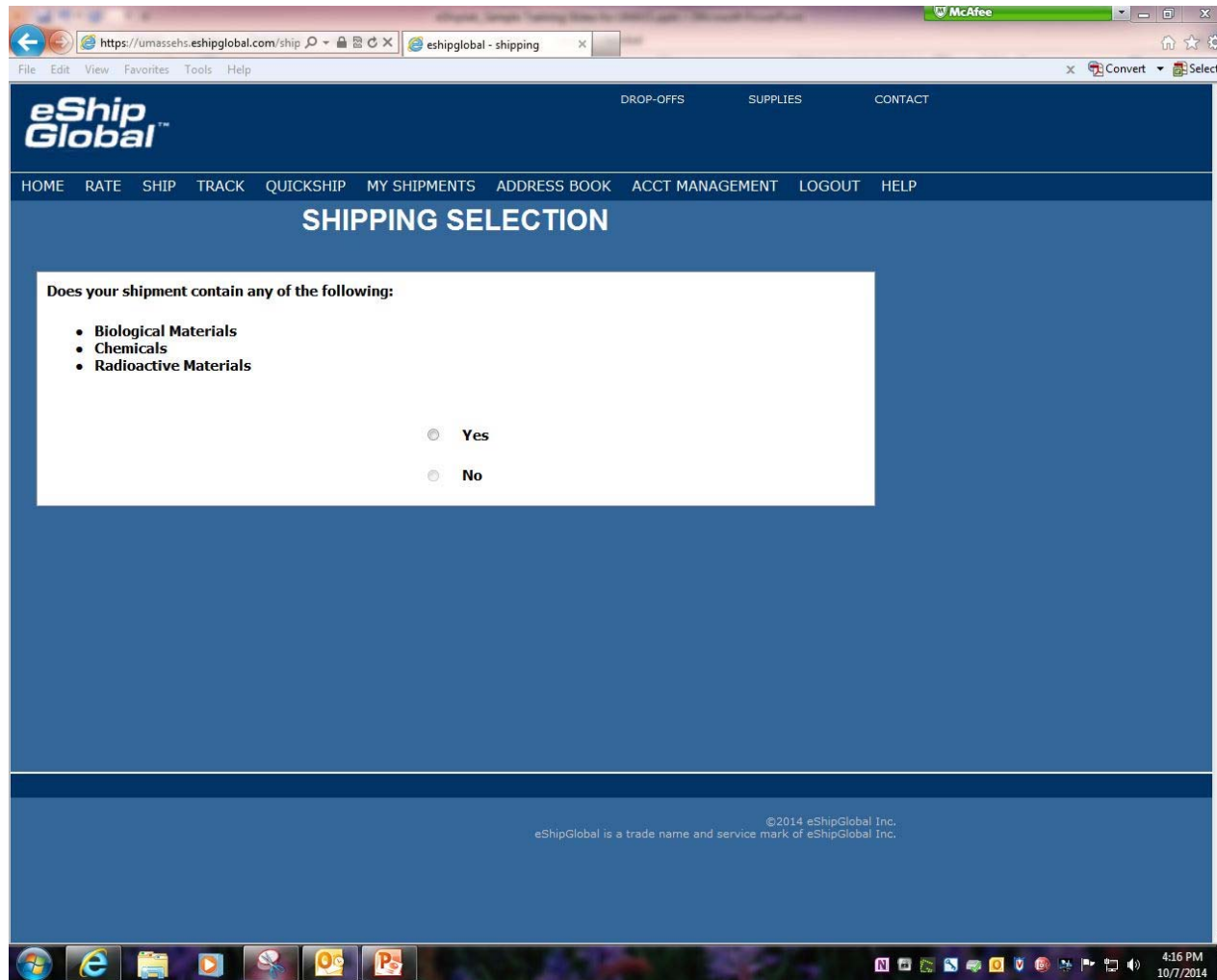
Overview - Create a Lab Shipment



Sample Shipment



Starting a Shipment



The screenshot shows a web browser window with the URL <https://umassehs.eshipglobal.com/ship>. The browser's address bar also shows 'eshipglobal - shipping'. The website's header includes the eShipGlobal logo and navigation links: DROP-OFFS, SUPPLIES, and CONTACT. Below the header is a secondary navigation bar with links: HOME, RATE, SHIP, TRACK, QUICKSHIP, MY SHIPMENTS, ADDRESS BOOK, ACCT MANAGEMENT, LOGOUT, and HELP. The main content area is titled 'SHIPPING SELECTION' and contains a form with the question 'Does your shipment contain any of the following:'. The form lists three items: Biological Materials, Chemicals, and Radioactive Materials. Below the list are two radio buttons labeled 'Yes' and 'No'. The footer of the website displays the copyright notice '©2014 eShipGlobal Inc.' and states 'eShipGlobal is a trade name and service mark of eShipGlobal Inc.'. The Windows taskbar at the bottom shows the system clock as 4:16 PM on 10/7/2014.

Does your shipment contain any of the following:

- Biological Materials
- Chemicals
- Radioactive Materials

☐ Yes

☐ No

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Classification

The screenshot shows a web browser window with the URL <https://umashehs.eshipglobal.com/serv>. The page is titled "RESEARCH MATERIAL SHIPPING" and is part of "Stage 1 : Material Classification and Training Verification". The form asks, "Which of the following materials will be part of your shipment? (Check all that apply)". The list of materials includes:

- ☐ **BIOLOGICAL MATERIALS**
(May include dry ice, glycerol, and/or DMSO. If other preservative is used please check Chemicals as well.)
- ☐ **CHEMICALS**
- ☐ **RADIOACTIVE MATERIALS**
- ☐ **NEWLY SYNTHESIZED NON-HAZARDOUS CHEMICALS**
- ☐ **DRY ICE**
(with no other materials listed above)
- ☐ **SPECIAL PROVISION A180**
- ☐ **SPECIAL PROVISION A152 (DRY SHIPPERS)**

At the bottom of the form are two buttons: "Continue" and "Start Over". The browser's address bar shows the URL, and the taskbar at the bottom indicates the time is 4:20 PM on 10/7/2014.

Material Classification & Training Verification

RESEARCH MATERIAL SHIPPING

Stage 1 : Material Classification and Training Verification

BIOLOGICAL MATERIAL CLASSIFICATION

Please complete the questionnaire below to proceed

Is the material a:

Yes No

☒ ☐ Culture or stock of a human pathogen, including:

- genetic derivatives of human pathogens,
- genetically modified organisms or microorganisms meeting the definition of a human pathogen,
- Biological product known or reasonably anticipated to meet the definition of an infectious substance?

☐ ☒ Culture or stock of an animal pathogen, including:

- genetic derivatives of animal pathogens,
- genetically modified organisms or microorganisms meeting the definition of an animal pathogen,
- Biological product known or reasonably anticipated to meet the definition of an animal pathogen?

Substance Classification: UN 2814 Infectious substance, affecting humans; or UN 2900 infectious substance, affecting animals

Training: Training Required - Infectious Substance, Category A Training
Note: Also fulfills requirement for the following trainings:

- Category B and Exempt Human or Animal Specimen
- Shipping Dry Ice

Your training level: ALL

Training Verification: You have the appropriate training to continue

Continue

Reset

Start Over

Based on the answers to the questionnaire the system determines the classification of the material, and the training required to ship the material

The system will verify the user's eligibility to process the shipment based on their current training level

This user is verified as "trained " to ship this material

Click Continue

Material Classification & Training Verification

RESEARCH MATERIAL SHIPPING

Stage 1 : Material Classification and Training Verification

BIOLOGICAL MATERIAL CLASSIFICATION

Please complete the questionnaire below to proceed

Is the material a:

Yes

No

☐ ☐ Culture or stock of a human pathogen, including:

- genetic derivatives of human pathogens,
- genetically modified organisms or microorganisms meeting the definition of a human pathogen,
- Biological product known or reasonably anticipated to meet the definition of an infectious substance?

☐ ☒ Culture or stock of an animal pathogen, including:

- genetic derivatives of animal pathogens,
- genetically modified organisms or microorganisms meeting the definition of an animal pathogen,
- Biological product known or reasonably anticipated to meet the definition of an animal pathogen?

Substance Classification: UN 2814 Infectious substance, affecting humans; or UN 2900 infectious substance, affecting animals

Training: Training Required - Infectious Substance, Category A Training
Note: Also fulfills requirement for the following trainings:

- Category B and Exempt Human or Animal Specimen
- Shipping Dry Ice

Your training level: CATB-H

Training Verification: **You do not have the appropriate training to continue. Please contact EHS for more information.**

The system will verify the user's eligibility to process the shipment based on their current training level. **This user will not be allowed to continue with the shipping**

Material Selection

RESEARCH MATERIAL SHIPPING

Stage 2 : Material Selection

MATERIAL DATABASE

Identify the research material that you plan to ship. Then click Continue button to proceed to Shipment details.
Required fields are indicated by an asterisk.

Material Entry

Material Classification: UN 2814 Infectious substance, affecting humans

*Material Name:

UN NO:

Proper Shipping Name:

Class Or Division:

Packing Group:

Labels:

Packing Instructions:

Special Permit:

Authorization:

☐ Dangerous goods in excepted quantities? (**FORBIDDEN**)

☐ Dangerous goods in limited quantities? (Max. Net Qty: **FORBIDDEN**)

☐ Cargo aircraft only? (Max. Net Qty: **4 L**)

Maximum Quantity per inner receptacle: ml (Max. Inner Qty: **NA**)

*Total Quantity in Package: ml (Max. Total Qty: **0.05 L**)

*Net Value in USD (Min. 1):

Provide exact name not generic category, e.g. protein from rat serum (not just protein)

Based on the material classification, the system pre-loads the UN Number, the class, required label and the packaging instructions from the IATA table

Click Continue

Material Selection

RESEARCH MATERIAL SHIPPING

Stage 2 : Material Selection

MATERIAL DATABASE

Identify the research material that you plan to ship. Then click Continue button to proceed to Shipment details. Required fields are indicated by an asterisk.

Material Entry

Material Classification: UN 2814 Infectious substance, affecting humans

*Material Name: a

ACINETOBACTER BAUMANNII
ACTINOMYCES ODONTOLYTICUS
ADENO-ASSOCIATED VIRUS
ADENOVIRUS
ALCALIGENES FAECALIS
ANAPLASMA PHAGOCYTOPHILA
ANCYLOSTOMA CEYLANICUM
ANCYLOSTOMA DUODENALE
ASPERGILLUS FUMIGATUS
ASPERGILLUS NIDULANS
ASTROVIRUS
ABSETTAROV VIRUS

UN NO:

Proper Shipping Name:

Class Or Division:

Packing Group:

Labels:

Packing Instructions:

[Special Permit:](#)

[Authorization:](#)

☐ Dangerous goods in excepted quantities? (**FORBIDDEN**)

☐ Dangerous goods in limited quantities? (Max. Net Qnty: **FORBIDDEN**)

☐ Cargo aircraft only? (Max. Net Qnty: **4 L**)

Maximum Quantity per inner receptacle: ml (Max. Inner Qnty: **NA**)

*Total Quantity in Package: 20 ml (Max. Total Qnty: **0.05 L**)

*Net Value in USD(Min. 1): 1

Add another material

Continue

Start Over

Upon the user's prompt, the system would list material names in the chosen category from user's previous shipments

Key in the total quantity of the package and the value of this shipment

Click Continue

Shipment Creation

RESEARCH MATERIAL SHIPPING

Stage 3 : Shipment Creation and Documentation

Ship Domestic

Ship From: <small>Shipper Information</small>	test user, UC Berkley, 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 <input type="button" value="Edit"/>	ShippingDate: <small>(MM/DD/YYYY)</small> <input type="text" value="10/27/2011"/>														
Ship To: <small>(Please enter recipient information or choose from saved recipient addresses by clicking on the 'Load from Address Book' button)</small>	<div style="text-align: center; margin-bottom: 5px;"> <input type="button" value="Load from Address Book"/> </div> <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Company/Location</th> <th style="text-align: left;">Contact</th> <th style="text-align: left;">Address</th> <th style="text-align: left;">City/State</th> <th style="text-align: left;">Zip</th> </tr> <tr> <td>eShipGlobal Inc.</td> <td>Peter Sam</td> <td>5800 Campus Circle Dr</td> <td>Irving TX</td> <td>75063</td> </tr> </table>		Company/Location	Contact	Address	City/State	Zip	eShipGlobal Inc.	Peter Sam	5800 Campus Circle Dr	Irving TX	75063				
Company/Location	Contact	Address	City/State	Zip												
eShipGlobal Inc.	Peter Sam	5800 Campus Circle Dr	Irving TX	75063												
Research Materials:	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Material Name</th> <th style="text-align: left;">Material Classification</th> <th style="text-align: left;">UN or ID No.</th> <th style="text-align: left;">Harmonized Code</th> <th style="text-align: left;">*Net Weight</th> <th style="text-align: left;">Net Value (USD)</th> <th style="text-align: left;">Q ratio</th> </tr> <tr> <td>ACINETOBACTER BAUMANNII</td> <td>Category A UN 2814 Infectious Substance, Affecting Humans</td> <td>UN2814</td> <td></td> <td>20ml</td> <td>1</td> <td>0.4</td> </tr> </table>		Material Name	Material Classification	UN or ID No.	Harmonized Code	*Net Weight	Net Value (USD)	Q ratio	ACINETOBACTER BAUMANNII	Category A UN 2814 Infectious Substance, Affecting Humans	UN2814		20ml	1	0.4
Material Name	Material Classification	UN or ID No.	Harmonized Code	*Net Weight	Net Value (USD)	Q ratio										
ACINETOBACTER BAUMANNII	Category A UN 2814 Infectious Substance, Affecting Humans	UN2814		20ml	1	0.4										
Package Info: <small>(Choose Package type and Service from the dropdown list)</small>	No. of pkgs. for each address above: 1 <input checked="" type="radio"/> Identical <input type="radio"/> Non-Identical Type: <input type="text" value="Fiberboard box"/> Service: <input type="text" value="Select a service"/> Total Pkg Weight: <input type="text"/> (lbs) Dimensions: <input type="text"/> x <input type="text"/> x <input type="text"/> (inches) Shipment Ref: <input type="text"/>															
Billing References: <small>(Choose or enter Billing references for charge back and charge type)</small>	Project: <input type="text"/> Costcode: <input type="text"/> Department: <input type="text"/> Bill To: <input type="text" value="Prepaid"/> *Recipient/Third Party Acct#: <input type="text" value="Not required"/> *ZipCode: <input type="text" value="Not required"/>															

The system would auto-populate the Sender information based on the user's profile

The address book feature facilitates time-less address entry of the receiver

The system generates the material information filed out in the "Material Selection" stage here

Select a package type, service type, total weight of the shipment and dimensions (need the box present)

Enter the Billing references information – Carrier Account number and the billing zip code

Shipment Creation


Billing References: (Choose or enter Billing references for charge back and charge type)	Project: <input type="text"/> Costcode: <input type="text"/> Department: <input type="text"/> Bill To: <input type="text"/> *Recipient/Third Party Acct#: <input type="text"/> *ZipCode: <input type="text"/>
Special Instructions: (Additional charges may apply for some special services)	<input type="checkbox"/> Saturday Delivery <input type="checkbox"/> Signature Required <input type="checkbox"/> Signature Release <input checked="" type="checkbox"/> Dangerous Goods Dangerous Goods Type: <input type="text"/> Dangerous Goods Help <input type="checkbox"/> Dry Ice (Express shipments only) Dry Ice Weight: <input type="text"/> (lbs) Dry Ice Help Decl. Value: <input type="text"/> (US\$)
Email Notifications: (Email notifications will be sent free of charge)	<input type="checkbox"/> Notify Shipper <input type="checkbox"/> Notify Recipient <input type="checkbox"/> Notify Shipper on Delivery <input type="checkbox"/> Notify Others on Delivery
<input type="button" value="Show Quote"/> <input type="button" value="Ship"/> <input type="button" value="Start Over"/>	

Choose any special delivery instructions for this shipment

Check the shipment delivery notifications as desired

Click on Show Quote to evaluate and choose carrier options or click on Ship if you have already selected a service


Clicking on 'Show Quote'/'Ship' would validate the shipment with the RPS database

Compliance Checker	
Please wait while we check this shipment for Compliance ...	
Validating address with RPS database...	
Compliance check complete. Processing shipment...	

Compliance Checker - Failure

Compliance Checker

Please wait while we check this shipment for Compliance ...

Validating address with RPS database... 

Compliance check failed. Please click on the Edit Shipment button below to edit the shipment.


The message indicates that shipment failed validation with RPS database


****Shipment cannot be continued****

The message indicates that shipment cleared validation with RPS database, however failed to clear Export Control database

Compliance Checker

Please wait while we check this shipment for Compliance ...

Validating address with RPS database... 

Validating material with Export Control database... 

Compliance check failed. Please click on the Edit Shipment button below to edit the shipment, or the Override button below to continue.

The destination country is regulated for the selected material. Please find details below:

ECCN:	1C351
Status:	Country of destination regulated by the Country Chart.
Control.Reason:	Chemical and Biological Weapons (CB) Column 1^
OtherControls:	Chemical Weapons Convention (CW)
Exceptions:	LVS: N/A GBS: N/A CIV: N/A






Carrier/ Service Selection

RESEARCH MATERIAL SHIPPING

Stage 3 : Shipment Creation and Documentation

Ship Now - Quote

[\[Edit\]](#)

	Service	*Commitment	¹ Contracted Rate	Sender
 <input type="radio"/>	UPS Ground	STD: End of 5th business day ACT: Click here for Actual Commitment	\$15.66	Michael Irving 3160 chestnut street Suite 400 Philadelphia PA-19104 US
 <input type="radio"/>	UPS 3-Day Select	STD: End of 3rd business day ACT: Click here for Actual Commitment	\$27.90	Recipient Charles Borromeo 2199 Addison Street Rm 359D Berkeley CA-94720 US
 <input type="radio"/>	UPS 2nd Day Air	STD: End of 2nd business day ACT: Click here for Actual Commitment	\$37.35	Package Information Ship Date: 11/30/2011 Fiberboard box - 5 lbs
 <input type="radio"/>	UPS 2Day Day Air AM	STD: 2nd business day by 10:30 AM ACT: Click here for Actual Commitment	\$42.30	Special Instructions ² DG : PK
 <input type="radio"/>	FedEx Ground	STD: 1 to 5 business days ACT: FIVE_DAYS	\$57.12	Itemized Charges
 <input type="radio"/>	UPS Next Day Air Saver	STD: Next business day by 3 PM ACT: Click here for Actual Commitment	\$65.30	
 <input type="radio"/>	UPS Next Day Air	STD: Next business day by 10:30 AM ACT: Click here for Actual Commitment	\$72.20	
 <input type="radio"/>	FedEx Express Saver	STD: 3rd business day by 4:30 PM ACT: 2011-12-05 by 16:30:00	\$75.49	
 <input type="radio"/>	FedEx 2Day	STD: 2nd business day by 4:30 PM ACT: 2011-12-02 by 16:30:00	\$84.16	

Choose one of the carrier service options available for this shipment and be informed of the estimated cost. Click Continue to proceed

Complete Shipment

Order No: 101068045

☒ **Tracking No: 795343461908**

Shipment Info

Origin	Destination	Package Info ¹	Scan Activity
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.

Material Name	Material Classification	
ACINETOBACTER BAUMANNII	Category A UN 2814 Infectious Substance, Affecting Humans	Proper shipping name: Infectious su affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml

Total for this shipment

[Complete Shipment](#) [Cancel Shipment](#) [Shipment History](#)

Requirements for Infectious Substance, Category A materials with or without Dry Ice

Is the following information correct for each entry?

SHIPPERS DECLARATION FOR DANGEROUS GOODS (DGD)

- Two copies in English and in the IATA format (Three copies for FedEx)
- Full name and address of Shipper and Consignee
- If the Air Waybill number is not shown, enter it.
- The number of pages shown
- The non-applicable Aircraft Type Deleted
- Full name of Airport or City of Departure or Destination (may be entered by carrier)
- The word "Radioactive" deleted

Identification

- UN or ID Number preceded by prefix
- Proper Shipping Name and the technical name in brackets
- Class or Division number

PACKAGE(S) AND OVERPACKS (continued)

Markings

- UN Specification Packaging Used
- The UN or ID number(s)
- The Proper Shipping Name(s)
- The full name(s) and Address(es) of Shipper and Consignee
- Carbon Dioxide, Solid (Dry Ice), the net quantity marked on the packages if applicable
- The Name and Telephone Number of a responsible person for Division 6.2 Infectious Substances shipment

Labeling

- Infectious Substance label
- Dry Ice label (if used)
- Cargo Aircraft Only label, on the same surface near the Hazard label(s) if applicable
- "Orientation" labels, if applicable
- All above labels correctly affixed

For Overpacks (If used)

- Packaging Use markings and hazard and handling labels, as required must be clearly visible or reproduced on the outside of the overpack
- The word "Overpack" marked if all markings and labels are not visible
- "Cargo Aircraft Only" restrictions

☒ By checking this box you agree to follow the steps indicated above when preparing the package for this shipment

[Continue](#)

Click on Complete Shipment to finish your order. An Instruction check list opens up for your review

Read through the instruction completely and click 'continue' to print the necessary documentation/ paperwork

es are complied

Order Summary

Order No: 101068045

☒ **Tracking No: 795343461908**

Shipment Info

Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39

Material Name	Material Classification	
ACINETOBACTER BAUMANNII	Category A UN 2814 Infectious Substance, Affecting Humans	Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml

Total for this shipment [\\$124.39](#)

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Dangerous Goods Form](#)
[Address Labels](#)

[Packaging Inst. & Labels](#)
[Schedule Pickup](#)
[Shipment History](#)

****International Shipment order summary****

Order No: 101068114

☒ **Tracking No: 1ZR361A45490625313**

Shipment Info

Origin	Destination	Package Info ¹	Scan Activity	Amount
University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany	 11/10/2011 UPS World Wide Express Plus Fiberboard Box 5 lbs D1 - 3 lbs DG : PK	No information at this time.	\$243.36

Material Name	Material Classification	
BACILLUS ANTHRACIS	Category A UN 2814 Infectious Substance, Affecting Humans	Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 3 ml

Total for this shipment [\\$243.36](#)

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Docs](#)
[Print Dangerous Goods Form](#)

[Address Labels](#)
[Packaging Inst. & Labels](#)
[Schedule Pickup](#)
[Shipment History](#)

Print Airway bill

Order No: 101068045

☒ Tracking No: 795343461908

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	FedEx 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39
Material Name	Material Classification			
ACINETOBACTER BAUMANNII	Category A UN 2814 Infectious Substance, Affecting Humans	Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml		
Total for this shipment				\$124.39

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Dangerous Goods Form](#)
[Address Labels](#)

[Packaging Inst. & Labels](#)
[Schedule Pickup](#)
[Shipment History](#)

Click on Print Airway bill button

Print two copies of the Airway bill and attach to the package

From: (111) 222-3333 test user UC Berkley 2199 Addison Street EH&S, Rm 359D Berkley, CA 94720	Origin ID: JEMA FedEx  <small>J11201100050025</small>	Ship Date: 27OCT11 ActWgt: 5.0 LB CAD: 102956164/WSX12500 Dims: 7 X 4 X 5 IN
SHIP TO: (972) 518-1775 Peter Sam eShipGlobal Inc 5800 Campus Circle Dr Irving, TX 75063		BILL SENDER Ref # Invoice # PO # Dept #
		Delivery Address Bar Code 
		FRI - 28 OCT A1 PRIORITY OVERNIGHT IDG 75063 TX-US DFW
TRK# 7953 4346 1908 9201 AD JMDA 		50FG1A013R5F4

Shipper's Declaration Form

Order No: 101068045

☒ Tracking No: 795343461908

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	FedEx 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39

Material Name	Material Classification	
ACINETOBACTER BAUMANNII	Category A UN 2814 Infectious Substance, Affecting Humans	Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml

Total for this shipment \$124.39

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Dangerous Goods Form](#)
[Address Labels](#)

[Packaging Inst & Labels](#)
[Schedule Pickup](#)
[Shipment History](#)

Click on the Print Dangerous Goods form and attach the Shipper's declaration to the lab shipment

SHIPPER'S DECLARATION FOR DANGEROUS GOODS (Provide at least three copies to the operator)

Shipper: test user, UC Berkley
2199 Addison Street
EH&S, Rm 359D
Berkley, CA 94720
United States

Air Waybill No: 795343461908

Page 1 of 1 pages

Shipper's Reference

Consignee: Peter Sam, eShipGlobal Inc
5800 Campus Circle Dr
Irving, TX 75063
United States

Three completed and signed copies of this Declaration must be handed to the operator

FedEx Express

WARNING
Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.

Shipment type: (cross out non-applicable)
NON-RADIOACTIVE **RADIOACTIVE**

Transport Details

This shipment is within the limitations prescribed for: (cross out non applicable)

☒ PASSENGER AND CARGO AIRCRAFT
☐ CARGO AIRCRAFT ONLY

Airport of Departure: _____

Airport of Destination: _____

NATURE AND QUANTITY OF DANGEROUS GOODS

UN / ID No.	Proper Shipping Name	Class or Division (Subsidiary risk)	Packing Group	Quantity and type of Packaging	Packing Inst.	Auth orization
UN2814	Infectious substance, affecting humans (ACINETOBACTER BAUMANNII)	6.2		1 Fibreboard box X 0.020 L	620	

Additional Handling Information

Person Responsible : test user 111-222-3333

Emergency Telephone Number: InfoTrac 888-888-8888

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable International and National Governmental Regulations. I declare that all of the applicable air transport requirements have been met.

Name/Title of Signatory
test user (Researcher/Staff)
Place and Date
Berkley, CA 10/27/2011
Signature

(see warning above)

FOR RADIOACTIVE MATERIAL SHIPMENT ACCEPTABLE FOR PASSENGER AIRCRAFT, THE SHIPMENT CONTAINS RADIOACTIVE MATERIAL INTENDED FOR USE IN OR INCIDENT TO RESEARCH, MEDICAL DIAGNOSIS, OR TREATMENT. ADR EUROPEAN TRANSPORT STATEMENT: CARRIAGE IN ACCORDANCE WITH 1.1.4.2.1

Address Labels

Order No: 101068045

☒ Tracking No: 795343461908

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	FedEx 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39
Material Name ACINETOBACTER BAUMANNII		Material Classification Category A UN 2814 Infectious Substance, Affecting Humans		
		Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml		
Total for this shipment				\$124.39

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Dangerous Goods Form](#)
[Address Labels](#)

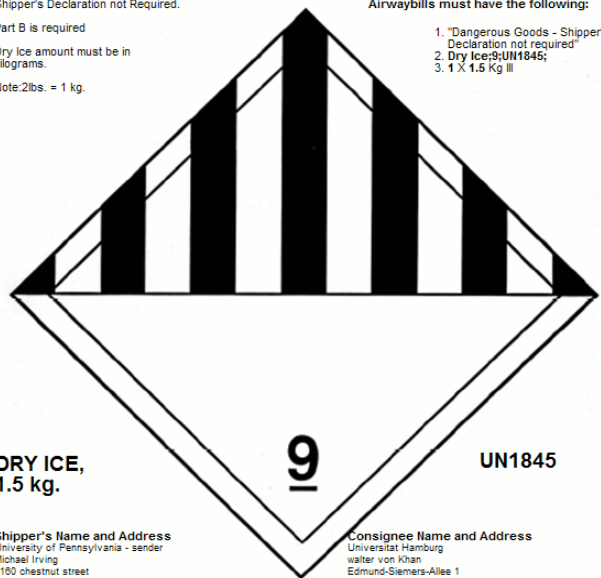
[Packaging Inst. & Labels](#)
[Schedule Pickup](#)
[Shipment History](#)

Print the sender's and receiver's address information. For Dry Ice Shipments, the address label would include the dry ice symbol

Click on Address Labels button

Sender	Receiver
University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany

Shipper's Declaration not Required. Part B is required Dry Ice amount must be in kilograms. Note: 2lbs. = 1 kg.	Airwaybills must have the following: 1. "Dangerous Goods - Shipper's Declaration not required" 2. Dry Ice: 9UN1845; 3. 1 X 1.5 Kg II
--	---



9

SHIPPER'S NAME AND ADDRESS University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia, PA 19104 United States	CONSIGNEE NAME AND ADDRESS Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg, HH 20146 Germany
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DRY ICE, 1.5 kg. **UN1845**

Packaging Instruction and Labels

Order No: 101068045

☒ Tracking No: 795343461908

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	FedEx 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39
Material Name		Material Classification		
ACINETOBACTER BAUMANNII		Category A UN 2814 Infectious Substance, Affecting Humans		
		Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml		
Total for this shipment				\$124.39

Cancel Shipment Print Airwaybill Print Dangerous Goods Form Address Labels

Packaging Inst. & Labels Schedule Pickup Shipment History

Click on the Packaging Instructions and Labels and complete the check list

Acceptance Checklist for Infectious Substance, Category A materials with or without Dry Ice

Is the following information correct for each entry?

SHIPPER'S DECLARATION FOR DANGEROUS GOODS (DGD)

	YES	NO*	N/A
1. Two copies in English and in the IATA format (Three copies for FedEx)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Full name and address of Shipper and Consignee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. If the Air Waybill number is not shown, enter it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The number of pages shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The non-applicable Aircraft Type Deleted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. If full name of Airport or City of Departure or Destination is not shown, enter it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. The word "Radioactive" deleted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Identification

8. UN or ID Number preceded by prefix	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Proper Shipping Name and the technical name in brackets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Class or Division number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Packing Group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Quantity and Type of Packing

12. Number and Type of Packages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Quantity and unit of measure within per package limit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. When different dangerous goods are packed in one outer packaging, the following rules are complied with:			
- Compatible according to Table 9.3.A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- UN packages containing Division 6.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- "All packed in one (type of packaging)"	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Overpack - If used			
- Wording "Overpack Used"	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Packing Instructions

16. Packing Instruction Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Schedule Pick up

Order No: 101068045

☒ Tracking No: 795343461908

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	FedEx 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39
Material Name ACINETOBACTER BAUMANNII		Material Classification Category A UN 2814 Infectious Substance, Affecting Humans		
Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml				
Total for this shipment				\$124.39

Cancel Shipment Print Airwaybill Print Dangerous Goods Form Address Labels

Packaging Inst. & Labels **Schedule Pickup** Shipment History

Click on Schedule Pickup button. The system will open up a Pick up request form

Enter date, time, location and package weight to enable carrier to process this pick up request

eShipGlobal™

HOME RATE SHIP TRACK QUICKSHIP MY SHIPMENTS ADDRESS BOOK ACCT MANAGEMENT LOGOUT HELP

Pick Up

Scheduling Information:
Choose Pickup date, Shipment ready time and Business close time

Current time: 5:16:19 PM

¹Pickup date: 11/30/2011

Time Zone: Central

²Shipment ready time: ---Select---

Business close time: ---Select---

Pickup Location:
Edit Address information for Package(s) to be picked up

*Contact Name: Michael Irving

*Company: University of Pennsylvania - sender

*Address: 3160 chestnut street Suite 400

*City: Philadelphia

*State: PA

*Zip: 19104

Country: US

*Phone: 215-898-4453

Special Instructions:

IMPORTANT: Please make sure Address field has the complete physical address where the package needs to be picked up from (including building, floor or suite numbers).

Shipment Information:
Edit Number of Packages to be picked up from this location

Service Type: FedEx International Priority

*Number of Packages: 1

*Total Weight: 5 lbs

Submit Pickup Back to Summary

Shipment History

Order No: 101068045

☒ Tracking No: 795343461908

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
UC Berkley test user 2199 Addison Street EH&S, Rm 359D Berkley CA 94720 United States	eShipGlobal Inc Peter Sam 5800 Campus Circle Dr Irving TX 75063 United States	FedEx 10/27/2011 FedEx Priority Overnight Fiberboard Box 5 lbs DG : PK	No information at this time.	\$124.39
Material Name ACINETOBACTER BAUMANNII		Material Classification Category A UN 2814 Infectious Substance, Affecting Humans		
		Proper shipping name: Infectious substance, affecting humans UN NO: UN2814 Net Weight/Volume: 20 ml		
Total for this shipment				\$124.39

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Dangerous Goods Form](#)
[Address Labels](#)
[Packaging Inst. & Labels](#)
[Schedule Pickup](#)
[Shipment History](#)

Modify the date range to view the list of Shipments created by the user. Acts as a reporting tool for Stakeholders

Click on Schedule History button to view all the shipments created under this account

My Shipments

Shipment History

From 10/23/2011 To 11/30/2011 Tracking/Order No.

Please click on order number to view shipment, cancel shipment, print shipment label(s) or schedule pickup


[Generate](#)

	Order #	Item #	Origin	Destination	Service	Tracking	Total
EHS Approved	101068115	1	University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany	FedEx International Priority On 11/10/2011	797724149035 No information at this time.	USD 187.09
EHS Approved	101068114	1	University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany	UPS World Wide Express Plus On 11/10/2011	126361A45490625313 No information at this time.	USD 243.36
Pending approval	101068113	1	University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany	FedEx International Priority On 11/10/2011	795393253769 No information at this time.	USD 286.70
EHS Approved	101068112	1	University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany	FedEx International Priority On 11/10/2011	797723547908 No information at this time.	USD 253.74

International Shipment - Commercial Invoice

Order No: 101068114

☒ Tracking No: [1ZR361A45490625313](#)

Shipment Info				
Origin	Destination	Package Info ¹	Scan Activity	Amount
University of Pennsylvania - sender Michael Irving 3160 chestnut street Suite 400 Philadelphia PA 19104 United States	Universität Hamburg walter von Khan Edmund-Siemers-Allee 1 Hamburg HH 20146 Germany	 11/10/2011 UPS World Wide Express Plus Fiberboard Box 5 lbs DI - 3 lbs DG : PK	No information at this time.	\$243.36

Material Name	Material Classification	Proper shipping name: Infectious affecting humans
BACILLUS ANTHRACIS	Category A UN 2814 Infectious Substance, Affecting Humans	UN NO: UN2814 Net Weight/Volume: 3 ml

Total for this shipment

[Cancel Shipment](#)
[Print Airwaybill](#)
[Print Docs](#)
[Print Dangerous Goods Form](#)

[Address Labels](#)
[Packaging Inst & Labels](#)
[Schedule Pickup](#)
[Shipment](#)

**** Commercial Invoice is an additional documentation that is required for an International Shipment ****

PAGE 1 OF 1

COMMERCIAL INVOICE [Print Documents Back to Summary](#)

Date Shipped: 11/10/2011 Air Waybill No: 1ZR361A45490625313

SHIPPER NAME AND ADDRESS		CONSIGNEE NAME AND ADDRESS	
Michael Irving University of Pennsylvania - sender 3160 chestnut street Suite 400 Philadelphia, PA, 19104 United States Phone: 215-898-4453 Reference:		walter von Khan Universität Hamburg Edmund-Siemers-Allee 1 Hamburg, HH, 20146 Germany Phone: 49-40-42838-0 Reference:	

Units	Complete Description of Goods (Harmonized Code and License Info)	Country Of Origin	Unit Value	Commodity Value
1	Category A UN 2814 Infectious Substance, Affecting Humans (BACILLUS ANTHRACIS) Harmonized Code: 3002.90.51.50 License #: 5653, Exp. Date : 12/31/12	US	\$1.00	\$1.00

These commodities, technology or software were exported from the United States in accordance with the Export Administration regulations. Diversion contrary to U.S. law prohibited.

SIGNATURE: _____
DATE: _____

Total Pkgs.	1
Total Weight (ml)	3.00
Freight Charge	\$0.00
Terms of Sale	

Click to print docs button to print the commercial Invoice and attach to the shipment

Things to Know

- UPS/Fedex must receive pick-up request at least 2 hours before pick-up
- Pick-up time is 3:30 at LGRT 179 (CEMS), good planning will avoid delays
- Alternate pick-up locations will be made available eventually
- It is best to ship dry ice shipments Monday-Wednesday since there is about a 5 day preservation period
- Dry shippers that use liquid nitrogen are not regulated and can keep a sample for up to 15 days
- Countries have rejection authority over shipments and we may not get it back e.g. China
- There are currently 2 IATA trained employees on campus
- All shipments must be reviewed for export requirements
- Know your box dimensions and approximate weight before you start
- Approval will be as fast as feasible, typically within one day
- Rejections by the hauler will be returned with a surcharge
- Costs are billed to a valid Procard